

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PIESGROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, NOVEMBER 29, 2012 AT THE MARY SHOEMAKER SCHOOL LIBRARY AT 7:00 P.M.

CALL TO ORDER Mr. Vail, President, called the meeting to order at 7:00 p.m.

FLAG SALUTE Mr. Vail then led the group in the pledge of allegiance to the flag.

Mr. Vail, read the New Jersey Open Public Meetings Law. Notice of this meeting was published by having the date, time, and place thereof posted in the Today's Sunbeam, Elmer Times, Borough of Woodstown Municipal Hall, Township of Pilesgrove Municipal Hall, general offices and faculty rooms of the district's three schools, the school district's central office, and with the Borough of Woodstown Clerk and the Township of Pilesgrove Clerk.

ROLL CALL The following members answered roll call: Mr. Crouch, Mrs. Duffield (arrived at 7:13 p.m.), Mr. Kelty, Mrs. Merriel, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey, and Mr. Vail.

Members absent: Mr. Jacobucci

Also in attendance: Mr. Thomas A. Coleman, Jr., Superintendent of Schools and Mr. Frank A. Rizzo, School Business Administrator/Board Secretary.

Administrators in attendance: Ms. Cioffi, Mr. Fagnoli, Mrs. Martinez, and Mrs. Braxton.

STAFF/STUDENT RECOGNITIONS STAFF/STUDENT RECOGNITIONS Ms. Cioffi, Mary Shoemaker School Principal, introduced Young Wolverines of the month for November: Madeline Melle and Jackson Steiner.

Mr. Fagnoli, Middle School Principal, introduced Junior Wolverines of the month for November: Elizabeth DiPatri and Alexander Gioia.

MINUTES APPROVAL OF MINUTES Motion by Mrs. Miller seconded by Mr. Kelty, and carried 9-0 to approve the following minutes: October 25, 2012

Roll Call: ayes: (9) Mr. Crouch, Mrs. Duffield, Mr. Kelty, Mrs. Merriel, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

FINANCIAL REPORTS FINANCIAL REPORTS Motion by Mrs. Miller, seconded by Mr. Painter, and carried 9-0-0 by roll call to approve the following Business Administrators recommendations:

Pursuant to N.J.A.C. 6A:23-16.10(c)3, I certify that as of September 30, 2012, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Woodstown-Pilesgrove Regional Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-16.10(a)1. (see Board Minutes Financial Back-up Binder)

Board Secretary

Date

The September 30, 2012 preliminary Report of the Treasurer of School Funds for the 2012-2013 school year is in agreement with the September 30, 2012 preliminary Report of the Board Secretary, pending audit. (see Board Minutes Financial Back-up Binder)

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Woodstown-Pilesgrove Board of Education certifies that as of November 29, 2012, and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Roll Call: ayes: (9) Mr. Crouch, Mrs. Duffield, Mr. Kelty, Mrs. Merriel, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mr. Kelty, seconded by Mrs. Miller, and carried 9-0 to approve the transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of September 2012. (see Board Minutes Financial Back-up Binder)

Motion by Mrs. Miller, seconded by Mr. Painter, and carried 9-0-0 by roll call to approve EFT's for September 2012, additional hand check payments for September 2012, and payment list for the month of November 2012. (see Board Minutes Financial Back-up Binder)

Roll Call: ayes: (9) Mr. Crouch, Mrs. Duffield, Mr. Kelty, Mrs. Merriel, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mrs. Miller, seconded by Mrs. Merriel, and carried 9-0 to approve voiding the following checks: Check #52609 dated 9/27/12, payable to Plaques & Such in the amount of \$1,835.44, issued under P.O. #322-13 and #612-13, due to incorrect billing. Check will be reissued under check #52928 in the amount of \$718.66.

Check #52607 dated 9/27/12 payable to Pineland Learning Center in the amount of \$4,599.71 issued under P.O.#17-13 due to student no longer attending the program. Check will not be reissued.

Motion by Mrs. Miller, seconded by Mr. Painter, and carried 9-0 to accept the following reports: (see Board Minutes Financial Back-up Binder):

- Student Activities Account and Athletic Account for the month of October 2012
- Scholarships for the month of October 2012
- Odyssey of the Mind for the month of September and October 2012
- Cafeteria report for the months of July, August, September, and October 2012.

Motion by Mr. Kelty, seconded by Mr. Rey, and carried 7-0 (voting not applicable to sending district representatives) to accept the Woodstown Community School report for the month of October 2012. (see Board Minutes Financial Back-up Binder)

EDUCATIONAL PROGRAMS COMMITTEE

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The Board reviewed the November 20, 2012 Educational Programs Committee Report submitted by Mrs. Duffield. The following recommendations that were acted upon:

Motion by Mrs. Miller, seconded by Mrs. Merriel, and carried 9-0-0 by roll call to approve the following: High School field trips. (see page ____)

2012-2013 winter sports schedules. (see page ____)

Home instruction approval for student Local ID #164081/NJSmart# 1156804301) – administrative.

Acknowledge receipt of the High School Harassment, Intimidation and Bullying report dated November 2012, and to provide notifications letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

Attestation to the accuracy of the responses provided on the NJQSAC Statement of Assurance for School Year 2012-2013. (see page ____)

Roll Call: ayes: (9) Mr. Crouch, Mrs. Duffield, Mr. Kelty, Mrs. Merriel, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mrs. Miller, seconded by Mr. Painter, and carried 7-0 (voting not applicable to sending district representatives) to approve the following:

Middle School and Shoemaker School field trips. (see page ____)

Middle School/Shoemaker School Harassment, Intimidation and Bullying report dated October 2012. (Note: This report was acknowledged at the October meeting, and must now be approved.)

Roll Call: ayes: (7) Mr. Crouch, Mrs. Duffield, Mr. Kelty, Mrs. Miller, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

POLICY COMMITTEE

POLICY COMMITTEE – The Board reviewed the November 19, 2012 Policy Committee Report submitted by Mr. Coleman. The following recommendation was acted upon:

Motion by Mr. Morris, seconded by Mr. Rey, and carried 9-0-0 by roll call to accept and reaffirm the previous curriculum as it is aligned with the New Jersey Core Curriculum Content Standards, textbooks, policies, (including Student Records Policy #5125), practices and procedures of the Woodstown-Pilesgrove Regional Board of Education recognizing that these items may be amended when necessary with Board approval. (Note: Except as otherwise provided by law, regulations of the State Department of Education, or by this Board of Education, meetings of the Woodstown-Pilesgrove Regional Board of Education shall be conducted in accordance with Robert’s Rules of Order, Revised. N.J.S.A. 18A:11-1 General Mandatory Powers and Duties.

Roll Call: ayes: (9) Mr. Crouch, Mrs. Duffield, Mr. Kelty, Mrs. Merriel, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

PERSONNEL COMMITTEE

PERSONNEL COMMITTEE – The Board reviewed the November 20, 2012 Personnel Committee Report submitted by Committee Chairperson, Mr. Rey. The following recommendations were acted upon:

Motion by Mr. Rey, seconded by Mr. Kelty, and carried 9-0-0 by roll call to approve the following:

Job Descriptions as follows:

- Twilight Program Coordinator, #2132.13
- Twilight Program Administrator, #2132.14
- Twilight Program Teacher, #4118.42
- Twilight Program Counselor, #4118.43

Appointment of Christopher Snyder as Twilight Program Coordinator effective December 1, 2012 through June 30, 2013 with no stipend for this position for the 2012-2013 school year.

Appointment of Mary Caltabiano as FFA Assistant Advisor for the 2012-2013 school year.

Appointment of athletic extra-duty appointments for the 2012-2013 school year as follows:

- Ticket takers/sellers/scorers/timers (see page ____)
- Megan Schermerhorn as Assistant Swim Coach at Step 1 with a stipend of \$2,826.

Compensation to Megan Taylor to serve as substitute Assistant Swim Coach on November 19 and 21, 2012, at the negotiated rate of \$30.00 per hour. (Note: Ms. Taylor has all of the required certifications, and has agreed to assist the Head Swim Coach until Ms. Schermerhorn is approved to assume the responsibilities.)

School psychology practicum request for Rowan University student Kacey Burke to be placed with Thomas McHugh beginning December 1, 2012, for 300 total hours of field experience.

Compensation to mentor training attendees. (see page ____)

High School volunteers. (see page ____)

Professional development requests as follows:

Allison Pessolano to attend "Guided Math – Practical Strategies to Differentiate Your Math Instruction..." on November 26, 2012 in Cherry Hill. (see page ____)

Allison Pessolano to attend the National Council of Teachers of Mathematics 2013 Annual Meeting & Exposition on April 17-20, 2013, in Denver, Colorado. (see page ____)

Addition of the following to the 2012-2013 district substitute list effective November 30, 2012:

Kelley Allbritton – substitute teacher
Lindsay Cline – substitute teacher and substitute instructional assistant
Lindsay Donovan – substitute teacher and substitute instructional assistant
Courtney Pellegrino – substitute teacher
Kimberly Perkins – substitute teacher and substitute instructional assistant
Megan Schermerhorn – substitute teacher, pending receipt of substitute certificate
Joseph Scuderi – substitute teacher
Mary Caltabiano – substitute teacher (to avoid a potential break in employment service).

Reappointment of Paul Kranz as Fall Drama Advisor for the 2012-2013 school year.

Roll Call: ayes: (9) Mr. Crouch, Mrs. Duffield, Mr. Kelty, Mrs. Merriel, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mr. Rey, seconded by Mr. Kelty, carried 7-0 (voting not applicable to sending district representatives) to approve the following:

Middle School volunteers. (see page ____)

Professional development requests as follows:

Chelsea Collins to attend "Meet the Rigorous Common Core State Standards for Writing..." on December 19, 2012, in Cherry Hill. (see page ____)

Melissa Hoeldtke to attend "Guided Math – Practical Strategies to Differentiate Your Math Instruction..." on November 26, 2012, in Cherry Hill. (see page ____)

FINANCE/FACILITIES /
TRANSPORTATION
COMMITTEE

FINANCE/FACILITIES TRANSPORTATION COMMITTEE

The Board reviewed the November 19, 2012 Finance /Facilities/ Transportation Committee Report submitted by Committee Chairperson, Mrs. Duffield. The following recommendations that were acted upon:

Motion by Mrs. Duffield, seconded by Mrs. Merriel, and carried 9-0-0 by roll call to approve the following: Spiezle Architectural Group, Inc. contract for construction of the science labs in the High School, the addition of the multi-purpose room for the Middle School, and associated modifications, additions, and renovations to the High/Middle School building to complete the project in the amount of 6.95% of the estimated construction cost determined during the design development stage.

Lifetouch Yearbooks contract for publishing the Woodstown High School yearbook for the 2014, 2015, and 2016 yearbooks.

Revision of the Three-Year Comprehensive Maintenance Plan for 2011-2013 through 2013-2014, Form M-1, and Resolution.

Educere, LLC Services Agreement to provide the virtual high school program for the Twilight program, effective February 4, 2013 through June 30, 2013.

Fire/Security Drills performed at the High/Middle school for the month of October 2012.

Phoenix Advisors as financial consultants at a cost of \$12,500 for the referendum bond sale.

School Bus Emergency Evacuation Drill performed at the Woodstown High/Middle School on September 14, 2012.

Joint transportation agreement with Alloway Township School District and Upper Pittsgrove School District for routes Y915A & Y915B to transport high school students to and from Woodstown High School and Salem County Vo-Tech at no charge. (Note: The Department of Education requires that we document the transportation of these students with a jointure in order for them to qualify as students for the DRTRS report.)

Addendum to route SP1 (contract with B. R. Williams, Inc.) to remove the bus aide cost of \$17.50 for a revised per diem route cost of \$104.19 for the 2012-2013 school year. (Note: Original per diem route cost was \$121.69.

Roll Call: ayes: (9) Mr. Crouch, Mrs. Duffield, Mr. Kelty, Mrs. Merriel, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mrs. Duffield, seconded by Mrs. Miller, and carried 6-0-1 by roll call (voting not applicable to sending district representatives) to approve the following:

Garrison Architects contract for Early Childhood Learning Center in the amount of 6.95% of the estimated construction cost determined during the design development stage.

Donation to the Mary Shoemaker School from the PTO for a new front lawn sign (estimated value \$3,800.00).

Fire/Security Drills performed at the Mary S. Shoemaker School for the month of October 2012.

School Bus Emergency Evacuation Drill performed at the Mary S. Shoemaker School on October 12, 2012.

Addendum to route Y774 to BankBridge (contract with Gloucester County Special Services) for the addition of a one-to-one bus aide for a special needs student (NJSMART #3807797316) at an additional cost per diem of \$50.00 beginning October 29, 2012.

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Kelty, Mrs. Miller, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (1) Mr. Painter abstained to the PTO donation for a new front lawn sign only.

OLD BUSINESS

OLD BUSINESS - None

NEW BUSINESS

NEW BUSINESS

Motion by Mr. Kelty, seconded by Mr. Painter, and carried 7-0 (voting not applicable to sending district representatives) to accept the official election results from the November 6, 2012, general election as certified by the Salem County Clerk as follows: (see page ___)

Borough of Woodstown – One Seat, Three-Year Term:
Paul M. Langley, Sr.

Township of Pilesgrove – Two Seats, Three-Year Term Each:
Douglass Painter
James R. Cook, Jr.

Woodstown-Pilesgrove Regional School District Question – Referendum \$9,958,658:
Yes = 2,220
No = 1,701

OTHER REPORTS

OTHER REPORTS

The following verbal reports were given:

President – Mr. Chapman Vail reported on the following:

- Spoke concerning the referendum timeline.
- Thanked Mr. Rizzo, Mr. Coleman, and the community members for their support and efforts in getting the word out concerning the referendum.

Superintendent - Mr. Coleman reported the following:

- The referendum was a group effect and he thanked the Board.

Business Administrator - Mr. Rizzo reported on the following:

- Quotes are being solicited from Woodstown and Pilesgrove for site engineers. Conflict of interest is being researched.

ADMINISTRATIVE REPORTS

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The Administrative Reports were attached to Superintendent's Monthly Report and delivered under separate cover.

SENDING DISTRICT REPORTS

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Mr. Morris – Alloway Rep., reported that they are losing their school principal.

Mrs. Merriel – Upper Pittsgrove Rep., reported that they had a problem with write-in's during the November election.

SACC REPORT

SCHOOL AGE CHILD CARE (SACC) REPORT – Nothing to report.

DELEGATE REPORT

DELEGATE REPORT – Mrs. Miller reported that on the following:

- Reported on a resolution concerning on-line courses offered by third-party administrators having the potential to artificially inflate the salaries of certified staff members through salary guide advancement.

FUTURE MEETINGS

FUTURE MEETINGS

December 11, 2012 – Policy Committee, 5:30 p.m., district office
December 11, 2012 – Finance/Facilities Committee, 6:30 p.m., district office
December 13, 2012 – Personnel Committee, 5:30 p.m., district office
December 13, 2012 – Ed Programs Committee, 6:30 p.m., district office
December 20, 2012 – Regular Board Meeting, 7:00 p.m., MSS Library

FOR YOUR
INFORMATION

FOR YOUR INFORMATION

Enrollment Reports
Suspension Reports

ADJOURNMENT

Motion by Mrs. Duffield, seconded by Mrs. Miller, and carried 9-0, with there being no further business to conduct the meeting was adjourned at 8:09 p.m.

Respectfully submitted,

Mr. Frank A. Rizzo
SBA/BS

Approved by Motion of the Board

Date

Signature/BA